***High Wycombe Charter Trustees***

***Mayor’s Parlour, Wycombe Area Office, High Wycombe HP11 1BB***

*Town Clerk: Tel: 01494 421367 Secretary: Tel: 01494 475792*

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| ***Mayor 2023-2024:*** | ***Cllr. Paul Turner*** |  | ***Email:***  ***Paul.Turner@buckinghamshire.gov.uk*** |
| ***Town Clerk & Treasurer:*** | ***Mr Joe Bradshaw MVO*** |  | ***Email: Joe.Bradshaw1@buckinghamshire.gov.uk*** |
| ***Mayor's Secretary:*** | ***Miss. Sarah Martin*** |  | ***Email: Sarah.Martin@buckinghamshire.gov.uk*** |

**NOTES OF A MEETING OF THE STANDING SUB-COMMITTEE**

**HELD IN THE MAYOR’S PARLOUR**

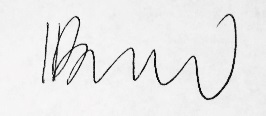
**ON WEDNESDAY 19 JULY 2023**

**The meeting opened at 6 pm.**

**Present:**

Cllrs: Lesley Clarke OBE (Chairman), Paul Turner (Mayor), Nathan Thomas (Deputy Mayor) Mazamal Hussain, Andrea Baughan and Sarfaraz Raja. Mr Joe Bradshaw MVO was also in attendance

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| **Min**  **Ref** | **Discussion** | **Actions** |
|  | The Mayor welcomed everyone to the meeting and thanked those present for attending. |  |
| 1. | **MINUTES OF THE LAST MEETING**  The minutes of the last meeting were recorded as a true record. |  |
| 2. | **MATTERS ARISING FROM THE LAST MEETING**  There were no matters arising from the last meeting apart from the ongoing discussion about the amendments to the Charter Trustees Handbook which would be discussed later in the meeting |  |
| 3. | **APOLOGIES**  The Town Clerk reported that he had received an apology from Councillor Arman Allam |  |
| 4. | **ELECTION OF CHAIRMAN OF STANDING SUB-COMMITTEE**  Charter Trustee Andrea Baughan nominated Charter Trustee Lesley Clarke OBE to be the Chairman and it was resolved that she became Chairman with immediate effect |  |
| 5. | **RECRUITMENT OF TOWN CRIER – UPDATE**  The Town Clerk advised that he had now received 2 applications for the role of Town Crier and a further expression of interest that he was hoping would soon result in a formal application. The committee agreed that all 3 should be invited to attend an interview with the Standing Sub-Committee members on the evening of Monday 7 August 2023 | Town Clerk to arrange for applicants to be interviewed |
| 6. | **REVIEW OF CHARTER TRUSTEES HANDBOOK**  The Chairman advised that following the full meeting of Charter Trustees on 3 July 2023 the only one who had suggested changes by the deadline date of 14 July 2023 was Matt Knight who had expressed his concerns about the section of rules and regulations around the election of the Mayor.    His view was that every year the Charter Trustees have to revisit the rules for the election of the Mayor and he was concerned about the annual process that there is some sort of attempt by some Charter Trustees to subvert the existing rules. His view was that the current process creates an incredibly unhealthy culture which can be to the detriment of people's mental health and wellbeing. In his experience of 12 years as a Charter Trustee his view was that there is only one thing that has prevented this behaviour. That is when the convention is followed that the longest serving Charter Trustee who wishes to take on the role is selected. In that case there only needs to be one rule, and that is it. He therefore proposed a return to the clear line of succession model for selecting our Mayor based on the seniority list that is issued by the Town Clerk on the grounds that all Charter Trustees have been elected fairly by the local electorate, and are therefore of equal standing. Those who have served for the longest may well have been elected several times over, demonstrating consistent approval from the electorate.    Furthermore he recommended an additional rule could be made exempting the nomination for Mayor of a Charter Trustee who has an open standards complaint against them. Otherwise any suggestion that a person is not suitable role is nothing but personal opinion and hearsay.    His suggestions were discussed at length and the committee agreed that Matt had raised several good points in his email. However It was agreed that as the Charter Trustees do not have an “elected Mayor” it should be left to the Charter Trustees to appoint the Mayor through the existing process.  It was resolved that as there were not further suggestions or amendments to the Charter Trustee Handbook that the changes that had been proposed at the last meeting of the Charter Trustees on 3 July be incorporated and that no further amendments were necessary. | Chairman to email Matt Knight |
| 7.. | **ANY OTHER BUSINESS**  A number of committee members expressed their concern that some Charter Trustees are not adhering to the dress guidance contained in the Charter Trustee handbook:  4.1. Robes of office are supplied to each Charter Trustee. It is expected that they will be worn at the Annual Meeting, Civic Church Services and other formal Civic events as the occasion demands. They are not worn at any other time.  4.2. Trustees are responsible for the safekeeping of their own robes, but they are covered by a block insurance policy against loss or damage. Each claim is subject to an excess of £100. On return, robes should be cleaned as necessary by the Charter Trustee.  4.3. The dress code for Charter Trustees are, for gentlemen, robes together with a top hat and for ladies, robes and a scholar’s cap. Trustees are expected to purchase their own hats. Hats handed down by former Trustees are sometimes available.  4.4. Charter Trustees may carry a rolled, black umbrella in procession although there is no formal precedent for this  Furthermore the committee requested the Town Clerk to send a polite reminder ahead of the Battle of Britain Church Service to remind Charter Trustees of the dress requirements for the event.  It was also suggested that if a Charter Trustee arrived in the Council Offices without a robe or headdress that they would be politely asked to make their own way to All Saints Church rather than join the Mayor’s Procession. | Town Clerk to send email to remind Charter Trustees of dress requirements as laid down in CT handbook |
| 8. | **DATE OF NEXT MEETING**  It was agreed that a further meeting of the Standing Sub-Committee would be held in December 2023 or January 2024 to review Remembrance Sunday Parade and Church Service event and to agree dates and procedure for selection of the Mayor for the 2024/25 Mayoral Year. . | Town Clerk to liaise with Mayor and Chairman of SSC to agree date. |



**Joe Bradshaw**

**Clerk and Treasurer**

**to the High Wycombe Charter Trustees**

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